

# Water Use Efficiency Subcommittee

**Meetings 10 and 11 Notes**

**February 16 and 17, 2005**

Olympia and Lacey

## February 16, 2005

### Members & Alternates:

Bob Alberts	Lynn Coleman	John Kirner	Denise Smith
Karen Allston	Tom Fox	Howard Laughery	Debbie Thomas
Bruce Beauchene	David Fujimoto	Drew Noble	Frank Triplett
Randy Black	Andrew Graham	Bob Pancoast	Judy Turpin
Ben Bonkowski	Richard Gustav	Harry Paul	Dawn Vyvyan
Greg Brizendine	Jim Haneline	Jerry Peterson	Tim Wilson
Marla Carter	David Johnson	Steve Skipworth	Donald Wright

### DOH Staff & Consultants:

Michelle Austin	Jim Rioux	Leslie Thorpe
Rich Hoey	Richard Siffert	
Jennifer Kropack	Deana Taylor	

### Others:

Danford Moore                      Andrea Taylor

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### Others:

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## I. Introduction and Housekeeping – Rich Hoey

- A. Rich Hoey outlined the agenda and the process for the two day meetings.
- B. Rich Hoey made several comments regarding facilitation. He asked attendees not to have side conversations. It takes away from the discussion and who is speaking at the time.

## II. Meeting 9 Minutes Review – Rich Hoey

Rich Hoey presented highlights from the Meeting 9 Minutes.

- A. The Performance Reporting and Accountability Report topics were summarized.  
Comments focused on report content, customer outreach, and relationship with SMAs.
- B. The Cost Effectiveness discussion was summarized. Comments focused on the evaluation of different perspectives and what they mean, requirements for different size systems, and suggested source description inventory requirements.
- C. Data Collection and Reporting presentation and discussion topics were summarized.  
Comments focused on source description requirements, what data will be required in a WSP, the value and use of data submitted to DOH, and the pros and cons of requiring service meters.
- D. Changes to Meeting 9 Notes:
  - i. Page 6, D. Real Loss, i. – clarify service and source meters.
  - ii. Page 6, E. Service Meters, i. – list in some area of the report, the importance of service meters for any basic water use efficiency program.

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## III. Subcommittee Report – Richard Siffert

### A. Overview of Development Process

- i. There were nine full Water Use Efficiency Subcommittee meetings. There were also six workgroup meetings.
- ii. The Planning Process Workgroup determined in December 2005 that a January Subcommittee meeting was not necessary. Any outstanding issues would be addressed in February, and two days of meetings would be set-up.
- iii. DOH staff has spent the last two months developing the WUE Subcommittee Report. The report's purpose is to capture the views of the Subcommittee.
- iv. The purpose of the meeting today and tomorrow is to receive Subcommittee feedback on the draft report so it can be finalized. If this objective is achieved we will complete work on the report and begin to write the draft regulation. At the conclusion of these two meetings we will revise the report (within two weeks) and

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ask for feedback one more time via email and give the Subcommittee two weeks before the report is finalized.

- v. The report will represent the views of the Subcommittee and will primarily be distributed to the Subcommittee and full WSAC and DOH staff. It will also be provided on our ODW website.

## B. Report Organization

- i. The Executive Summary will be completed once the report is finalized. It will be used to distribute to interested parties that don't want to read the entire report.

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- ii. The Background section of the report includes the following:

- a. Purpose of the report
- b. Subcommittee process
- c. DOH role in WUE

- iii. A decision was made to not include the stakeholder outreach notes in the final report.

- iv. The Major Components of the Law includes the following:

- a. Part 1. Legislative Intent
  - i. Section I. Relationship of Water Use Efficiency, Financial Viability, Affordability of Water Supplies, and System Reliability
  - ii. Section II. Water Use Efficiency Requirements for all Municipal Water Suppliers
  - iii. Section III. System Size, Forecasted Demand, and Water Supply Characteristics
- b. Part 2. The Three Elements of the Regulation
  - i. Section I. Conservation Planning
  - ii. Section II. Water Distribution Leakage Standard
  - iii. Section III. Conservation Goal Setting and Performance Reports
- c. Part 3. Compliance
- d. Appendices

- v. Each section follows a similar format:

- a. Reference the relevant section(s) of the MWL
- b. Overview of the subcommittee discussion including any relevant background information
- c. Subcommittee options and recommendations

- i. Clarification on an option vs. a recommendation. An option could have been one voice or multiple. Options are not mutually exclusive. Some may be pieces of each. A recommendation is provided on a particular topic and was the only opinion given.  
Note: There was not always consensus on the options.

#### C. Guidelines for Review and Comment

- i. For each major part of the report, DOH staff will give a very brief overview and the highlights of each section. Followed by a facilitated discussion on the options and recommendations by the Subcommittee.
- ii. Rich Siffert will be the timekeeper for the next two days.
- iii. The focus is on options and recommendations; however Subcommittee members can make comments on other parts of the report.
- iv. Report Review – Guiding Principles (handout)
  - a. Day One – Review entire document
  - b. Day Two – Resolve outstanding issues
  - c. Focus on ensuring subcommittee advice has been captured correctly
  - d. Focus of meetings – matrices, options, recommendations
  - e. Agenda time slots are not “set in concrete”
  - f. A timekeeper will check in on a regular basis
  - g. Additional recommendations may be added to the report
  - h. Capture all recommendations

#### IV. Report Review – Rich Hoey and DOH Staff

A. The report was reviewed in full. Major topic items discussed were:

- i. Section III, Enhanced Requirements
- ii. Matrices
- iii. System size categories and break out

#### V. Working Lunch

A. Roadmap – Rich Siffert

- i. An updated version was given out.
- ii. The WUE Subcommittee Report, DOH Response Report, and POSSIBLY a DRAFT regulation will be presented to the WSAC Committee on April 26, 2005.

All WUE Subcommittee members are invited to attend the WSAC meeting to hear the recommendations/options, and discussion.

- iii. There may be a need to have a WUE Subcommittee meeting in the summer (meeting 12). A tentative date will be sent out to the subcommittee members.

**B. Update – Other Stakeholder Involvement – Rich Hoey and Leslie Thorpe**

- i. Meeting minutes from two stakeholder outreach meetings were included in the packets.

**C. Regulation Outreach and Communication Strategy – Jennifer Kropack**

- i. May – Mailing of Draft Rule Language
- ii. May, June, July, August – Targeted Outreach
- iii. August - Regulation packet to be filed
- iv. Potential for two hearings, first to be held in late September. Anticipate more interest in this rule – trying to build time in the schedule to meet the needs of everybody and get comments.
- v. Adopt rule in December of 2005 to become effective in January 2006.

**VI. Public Comment**

There was no public comment at this time.

**VII. Meeting Wrap-Up**

- A. Written comments are due to Michelle by the COB of Wednesday, March 2, 2005. Comments can be sent to Michelle via email.

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